

**CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
MAY 13, 2010**

ATTENDANCE: Nicholas Kydes, Chair; Andrew Conroy; Douglas Hempstead;
David Jaeger; Nora King

STAFF: Thomas Hamilton, Finance Director; Lisa Biagiarelli, Tax
Collector; Fred Gilden, Comptroller; Karen DelVecchio, IT
Director; Tom Schadlich

Mr. Kydes called the meeting to order at 7:17 p.m.

**** MR. HEMPSTEAD MOVED TO APPROVE THE MINUTES OF THE
FOLLOWING FINANCE COMMITTEE MEETINGS: APRIL 8, 2010 AS
PRESENTED**

**** MOTION PASSED UNANIMOUSLY**

**CLAIMS COMMITTEE: RECEIVE THE MONTHLY CLAIMS REPORT;
REVIEW AND APPROVE CLAIMS AS REQUIRED FOR CLAIMS REPORT
DATED: MAY 13, 2010**

Ms. Biagiarelli explained that there is a special request for an amount over the City imposed threshold of \$5,000. Mr. Jaeger asked if that amount could be raised. Ms. Biagiarelli said that the amount has been \$5,000 for several years. Mr. Hempstead suggested using the CPI. Mr. Conroy said that he would rather periodically review the amount.

Mr. Conroy asked Ms. Biagiarelli to send a memo explaining what would be excluded if they raise the threshold to \$10,000.

**** MR. HEMPSTEAD MOVED TO INVESTIGATE RAISING THE
THRESHOLD TO A HIGHER LEVEL THAT CAN BE REVIEWED AT
THE NEXT MEETING AND THAT MR. HAMILTON WILL PROVIDE
INFORMATION PRIOR TO THE NEXT MEETING**

**** MOTION PASSED UNANIMOUSLY**

**NARRATIVE ON TAX COLLECTIONS DATED MAY 13, 2010- RECEIVE
REPORT AND DISCUSS.**

Ms. Biagiarelli explained that the narrative is offered in conjunction with a spreadsheet. She said that collections are up from last year due to the tax sale. Tax sale notices were filed on May 5th. The boards went up and the website went live. Ms. Biagiarelli said that they started out with 191 properties and as of today there are 94 properties.

Ms. King asked where most of the properties were located. Ms. Biagiarelli said that they are all over the City, but there are some clusters. Ms. Biagiarelli said that there is a level of animosity toward the department during the tax sale. She said that she is counting on everyone to be in their corner.

Ms. Biagiarelli said that she has heard that collection rates everywhere are better, but not as good as Norwalk's collection rates.

MONTHLY TAX COLLECTOR'S REPORT DATED APRIL 30, 2010. -
RECEIVE REPORT AND DISCUSS.

Ms. Biagiarelli explained that the spread sheet highlights that they are ahead of collections from last year.

**** MS. KING MOVED TO AUTHORIZE THE MAYOR TO EXECUTE AN AMENDMENT TO THE EXISTING AGREEMENT WITH INNOVATIVE INTERFACES INC., FOR THE RENEWAL OF THE AUTOMATED LIBRARY MANAGEMENT SYSTEM HARDWARE AND SOFTWARE MAINTENANCE AGREEMENT. THE AMENDMENT PERIODS AND COSTS SHALL BE AS FOLLOWS: 7/1/2010 – 6/30/2011 @ \$35,676.00; 7/1/2011 – 6/30/2012 @ \$35,676.00; 7/1/2012 – 6/30/2013 @ \$37,450.00. ACCOUNT 010600-5269, BUDGETED OPERATING ITEM.**

Ms. DeVecchio said that this came out of this Committee a few months ago. They were directed to negotiate a better cost.

**** MOTION PASSED UNANIMOUSLY**

**** MR. CONROY MOVED TO AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDERS FOR 24 DELL COMPUTERS FOR THE NORWALK PUBLIC LIBRARY FOR AN AMOUNT NOT TO EXCEED \$16,300.00, ACCOUNT 09100600-5777-C0375 (APPROVED IT CAPITAL ITEM, NO SPECIAL APPROPRIATION REQUIRED).**

Ms. DeVecchio explained that they had a unique opportunity to apply for grant money to served the underserved in the community. There was one grant awarded in the State and it was awarded to the State of Connecticut. She said that she would like to move forward and purchase the 24 computers for the Library. The price is based on WSCA which combines buying power.

**** MOTION PASSED UNANIMOUSLY**

**** MR. HEMPSTEAD MOVED TO AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER FOR THE PURCHASE OF A LARGE FORMAT PLOTTER PER CITY PROCUREMENT GUIDELINES FOR AN AMOUNT NOT TO EXCEED \$12,500.00 ACCOUNT 09100600-5777-C0375. (APPROVED IT CAPITAL ITEM; NO SPECIAL APPROPRIATION REQUIRED).**

Ms. DeVecchio explained that the equipment is eight years old. She said that they recently got a price of \$900.00 to repair the equipment. This item is a budgeted capital item.

**** MOTION PASSED UNANIMOUSLY**

**** MR. HEMPSTEAD MOVED TO APPROVE THE RESOLUTION MAKING APPROPRIATIONS FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING \$16,675,500 FOR THE 2010-2011 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF \$11,378,969 GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE 2010-2011 CAPITAL BUDGET.**

AND TO APPROVE THE RESOLUTION AMENDING RESOLUTIONS APPROPRIATING AND AUTHORIZING BONDS FOR INFRASTRUCTURE AND TRAFFIC IMPROVEMENTS IN THE REED-PUTNAM REDEVELOPMENT AREA

AND TO APPROVE THE RESOLUTION WITH RESPECT TO THE ISSUANCE AND SALE OF NOT EXCEEDING \$19,420,000 CITY OF NORWALK, CONNECTICUT GENERAL OBLIGATION BONDS, SERIES 2010

Mr. Hamilton explained that the bonds have to follow specific criteria. The bonds are taxable and are eligible for a 45% interest subsidy from the federal government. He said that they were not looking for new projects, but to find out if there is anything that would qualify for the bond. Mr. Hamilton said that they are taking \$3.3 million that was bonded for the West Avenue project and transferring those proceeds to paving projects. Mr. Hamilton said that this will not change the paving schedule.

Ms. King said that she thought there was paving money left over from last year. Mr. Conroy explained that if there is extra funding, Mr. Alvord adds more roads to be paved.

Mr. Jaeger asked if they are callable bonds. Mr. Hamilton said that he believes that they can be callable and will have a 10 year call on them.

**** MOTION PASSED UNANIMOUSLY**

**** MR. CONROY MOVED TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA, TO EXECUTE A CONTRACT FOR THE TOTAL MANAGEMENT OF THE CITY'S WORKERS' COMPENSATION AND HEART/HYPERTENSION PROGRAM FOR THE FIVE-YEAR PERIOD BEGINNING JULY 1, 2010 AND ENDING JUNE 30, 2015 AT A COST PER CLAIM BASED ON THE FOLLOWING SCHEDULE: MEDICAL ONLY CLAIM - \$205; INDEMNITY CLAIM - \$1,120; RECORD ONLY CLAIM - \$25; HEART/HYPERTENSION CLAIM \$1,120. TOTAL ESTIMATE ANNUAL COST IS \$225,455 AND TOTAL ESTIMATE FIVE-YEAR COST IS \$1,127,275. ACCOUNT #169030-5298.**

Mr. Hamilton explained that Mr. Gilden sent out an amended e-mail. He explained that the heart/hypertension claims are the longest living claims because widow benefits are paid from that. Mr. Hamilton said that the City is self-insured so the claim cost is subject to what is going on with medical costs and claims activities. Mr. Hamilton reported that the costs are slightly lower than they were.

Mr. Hamilton said that a committee interviewed two firms and felt that CIRMA gave the best overall presentation. They have a lot of value added services in terms of providing training programs. Mr. Hamilton said that they cover about 89% of the municipal business in Connecticut. Mr. Hamilton said that when they switch administrators, they have to pay the same claims twice. He said that currently there are about 300 open claims and about 250 new claims reported each year.

Mr. Jaeger asked if there is a stipulation if the prices can increase during the contract. Mr. Hamilton said that the cost per claim is fixed.

**** MOTION PASSED UNANIMOUSLY**

**RECEIVE BOARD OF ESTIMATE AND TAXATION APPROPRIATIONS
FROM MAY 3,**

Mr. Hamilton explained that there were three appropriations; two are related to the upcoming tax sale to conduct title searches. Mr. Hamilton said that the fees are recouped from the revenues of the tax sale. The third is an appropriation for Recreation and Parks to increase their budget for security at parks, primarily at Calf Pasture Beach.

**** MR. HEMPSTEAD MOVED TO ADJOURN
** MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 8:05 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services

